

CITY OF BRITT – BRITT IOWA – April 5th, 2022

City of Britt, Iowa Council met in pursuant to law and the rules of said Council in regular session at 7:00 o'clock P.M. the 5th day of April 2022. The meeting was called to order by Mayor Arndorfer, and the following Council members were:

PRESENT: Stacey Swenson, Karrie Wallen, & Ashley Weiss

ABSENT: Curt Gast & Chad Luecht

The Mayor presented the agenda for approval. It was moved by Swenson and seconded by Gast to approve the agenda. A roll call vote was had which was as follows:

Ayes: Swenson, Wallen, & Weiss

Nays: None

The motion carried.

It was moved by Weiss and seconded by Gast that the following items contained in the Consent Agenda be approved and adopted:

All items listed under the Consent Agenda will be enacted by one motion with a roll call vote. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.

- a. Approve Minutes of the 03/01/2022 Regular Council Meeting & 03/22/22 Special Council Meeting
- b. Claim list in the amount of \$250,489.29
- c. Approve Cigarette Permit for Family Dollar Store #32891 FY 2022/2023
- d. Approve Alcohol Permit for Britt Golf Course

Ayes: Swenson, Wallen, & Weiss

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

The Public Hearing opened at 7:10pm. Katie Sterk with Bolton and Menk was present to give information for the public hearing. Sterk explained that we have about \$16,000 of invoices left on the Water Tower. Sterk explained the new contract for the Water Treatment Improvement Project includes demolishing the new water Tower, the decorative display with parts of the old tower, and the new Water Treatment Plant. She brought a display to show the council and public an idea of what the Plant and Decorative Display will look like. Sterk also submitted plans and specification to the DNR for review and the project went out for Bids. There were no written questions or calls over the new water improvement projects. The public hearing was closed at 7:13pm.

We had our Bid opening last month. We received three bids which were as follow. Henkel Construction for \$5.824 million, Rice Lake Construction for 6.4436 million, and Woodruff Construction for \$6.571 million. Since Henkel Construction was the lowest bidder Bolton and Menk recommended them for the Construction of the Water Treatment Plant.

Next, was Resolution 11-2022 approving Henkel Construction's Bid of \$5,824,000 for the construction of the Water Treatment Plant. It was motioned by Weiss and second by Swenson to approve Henkel Construction bid of \$5,824,000.

A roll call vote was had.

Ayes: Swenson, Wallen, & Weiss

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

We Received two quotes for material testing for the Water Treatment Plant, Chosen Valley Testing for \$10,575 and TEAM Services for \$13,544. It was motioned by Weiss and second by Swenson to approve Chosen Valley Testing for \$10,575 to test materials for the Water Treatment Plant. The motion carried unanimously.

Next, Sterk needed an approval for Amendment 2 to the current Water Treatment Facility Agreement for professional services with Bolton and Menk. Which includes Construction, administration, and observation services, managing the project, reviewing submittals, and reviewing pay applications. It was motioned by Weiss and second by Wallen to approve Amendment 2 to the current water treatment Facility Agreement for professional services with Bolton and Menk. Motion carried unanimously.

The Ree Family was present to speak about their Farmers Market Idea. They would like the market to be in front of City Hall. They were thinking Saturday mornings starting in June or July. They have seven vendors committed or extremely interested. The Vendors would place their tables on grass, so customers can walk on the sidewalk. They would follow all city rules and vendors would clean up the space. Mayor Arndorfer mentioned that it would be great for the town. It was motioned by Weiss and second by Wallen to approve Ree's request for a Farmers Market in front of City Hall on Saturday morning at no cost. Motion carried unanimously.

Department reports were given. Linda Friedow, Library Director, presented her report. Hancock County Trustee Training was held Wed. March 30 in Garner. Four trustees attended with me. The Iowa Library for the Blind from Des Moines was the presenter/training. The Summer Reading program "Off the Beaten Path" plans are Changing the format in four areas "Supervised activities, Independent Activities, Reading Challenges & Family Activities." The Programs scheduled are Michael Albert (Pop Art Collages), Fonziba Drums (African drums) & Duffy Hudson (family magic show). We Are partnering with community on additional programs (birdhouse painting, card-making, sewing, scavenger hunt and kitchen skills. It will begin late June and run through July. Friedow signed and filed the Library Bridges Letter of Agreement for 2023 – this is the agreement to continue to participate in the eAudiobook and eBook consortium. This has a set base fee plus a per capita fee. The Dept. is working on a community survey (short) to include with the city water bills.

Vance Hagen, Public Works Director, presented his report to Council. Fab Tech repaired the final clarifier. Midwest Roofing was here to finish flashing. The fire hydrant froze and split on the corner of 3rd St SE & 6th Ave. A new PH meter for Sewer plant and new signs for Main Ave were ordered. Attended water tower webinar by Maguire Iron. Hagen attended the Pre bid meeting with Katy of Bolton-Menk for contractor questions. The Dept. changed the meter at 11 7th St SW. they also worked on Golf Course parking lot. Hagen Met with reps from Blacktop Services and Heartland to resurface 1st St NE. Installed new Mueller hydrant with valve at 3rd St SE & 6th Ave. The Dept. flushed sanitary sewer manholes with help of the Fire Dept. Hagen met with reps from Erpelding and Reding excavating for project estimates on 1st St NE & 5th Ave SW. P&P Electric came to look at generator block heaters that are not working properly. They will assess the new generators yearly. They assessed the generators at the Golfview location. Hired Steve Earles to repair broken valve box on Main Ave S the invoice will go to Mediacom. Hired Steve Earles to repair hole at 796 1st Ave SW that invoice will go to Alliant. Carl Berg of DNR came for sewer plant inspections and spoke about smoke testing results and other I & I improvements. The Dept Flow Tested hydrants for Fire Dept and for City of Britt. There was a water leak in the alley behind Gift Sew Sweet. Redig Excavating made the repair. Hagen Attended the composting webinar sponsored by Iowa Recycling Association. The Dept. Installed new stop signs, swept streets, did shut offs, read meters, and locates.

Hagen presented the quote for Iowa Pump Works for repairing the high school lift station at the sewer plant for \$37,048.47. It was motioned by Wallen and second by Swenson to approve the Iowa Pump Works quote for \$37,048.47. Motion carried unanimously.

Next Fiscal Year we are looking to repave 1st ST NE. We got a quote from Heartland Asphalt in the amount of \$125,617.53 and a quote from Blacktop services in the amount of \$159,643.50. It was motioned by Swenson and second by Wallen to approve the quote for \$125,617.53 from Heartland Asphalt. Motion carried unanimously.

Next Hagen presented a quote from Mckiness Excavating for \$9,874 and Reding's for \$16,314 to repair the sanitary sewer for 1st St NE. It was motioned by Weiss and second Wallen to approve Mckiness Excavating's quote of \$9,874. Motion carried unanimously.

Hagen presented one last quote from Reding's Construction for \$23,235 and Mckiness Excavating for \$21,090 to repair the storm sewer system at 5th AVE SW. It was motioned by Swenson and second by Wallen to approve the quote from Mckiness in the amount of \$21,090. Motion carried unanimously.

Mark Anderson, Chief of Police, presented his report. The PD had 224 calls for service in March. Officer Reis graduates in a couple of weeks from the academy. Officer Williams leaves next month for 3 weeks for his K9 certification.

Next on the agenda was to set the Public Hearing for the bank loan to purchase new police vehicle in the amount of \$36,000 for Tuesday, April 26th. It was motioned by Swenson and second by Wallen to approve setting the public hearing for the purchase of the new police vehicle for Tuesday, April 26th, 2022.

Jon Swenson, Fire Chief, presented his report. There were three calls for service to assist WHAS in March of 2022. The Dept. conducted training in Baselines for health, 360 at a fire, check sides A, B, C, D turn off gas if needed, call power company. They also watched a video on Rescue 42 supports and struts, and how to use them. The Dept did CRP burns for farmers in the area. The 727-fire engine pumper repair, \$17,118.63, Parts are in. The truck is at Feld Fire in Carroll, IA being repaired. The warranty is up in July and is going to have minor repairs. ISO checked over the Department and the city hydrants on April 4th, thanks Vance Hagen and city crew.

Mike Boomgarden, Zoning Administrator, issued three new permits to Seth Goepel, Cory Miller, and Kate Hakim. He spoke with three residents over zoning questions. He also spoke with two contractors over the water treatment plant projects.

Next, Stephanie Daugard and Ann Hinders, Summer Rec board members, were present to give their report. Elizabeth Ibarra and Jen Weiland (Summer Rec President) met up to go over donation deposits that were put under the city account and should have gone to the summer rec account. Ibarra will cut a check to summer rec for \$1,977.05 for donations that were misplaced. We also looked at the salaries that were paid in 22-23. We paid \$2,859.58 in summer rec salaries. \$500 of those salaries will be paid next payroll. Weiland also applied for a grant.

City Clerk, Elizabeth Ibarra, presented her report. Ibarra needed an approval for Resolution 08-2022 Increase to Health and Dental Insurance Premiums for Employees hired on or after February 1st, 2022, is ready for approval. It was motioned by Wallen to approve Resolution 08-2022 Increase to Health and Dental Insurance Premiums for Employees hired on or after February 1st, 2022. It was second by Swenson. A roll call vote was had which was as follows.

Ayes: Swenson, Wallen, & Weiss

Nays: None

The motion carried, and the Resolution was approved and adopted.

Ibarra presented Resolution 12-2022 -Not to Exceed \$6,902,000 Water Revenue Capital Loan Notes fixing date for a meeting on the proposition to authorize a Loan and Disbursement Agreement and the issuance of Notes to evidence the obligations of the city thereunder. The Public hearing date was set for Tuesday, April 26th, 2022. It was motioned by Swenson and second by Weiss to approve Resolution 12-2022-Not to Exceed \$6,902,000 Water Revenue Capital Loan

Notes fixing Public Hearing date for Tuesday, April 26th, 2022, on the proposition to authorize a Loan and Disbursement Agreement and the issuance of Notes to evidence the obligations of the city. A roll call vote was had.

Ayes: Swenson, Wallen, & Weiss

Nays: None

The motion carried, and the Resolution was approved and adopted.

Next on the agenda is setting the public hearing date for Budget Amendment on Tuesday, April 26th, 2022. It was motioned by Wallen and second by Weiss to approve setting the public hearing for Budget Amendment for Tuesday April 26th, 2022.

We also set the public hearing date for FY 22-23 Budget Adoption for Tuesday April 26th, 2022. It was motioned by Weiss and second by Swenson to approve the public hearing for Budget Amendment for Tuesday April 26th, 2022.

Mosquito Control of Iowa increased their contract proposal by \$795 since 2017. Now costing now \$6,095. It was motioned by Swenson and second by Wallen to approve the new contract with Mosquito control of Iowa for \$6,095. The Motion carried unanimously.

Last on the agenda, Deputy Clerk, Marcy Mayland went to train on Rave, text message notification system, that the city of britt signed up for. It is a free program through the County. Mayland said we are sending sign up information in the water bills.

With no further business it was moved by Swenson and seconded by Wallen to adjourn the meeting. Motion carried by unanimous vote.

Elizabeth Ibarra, Acting City Clerk

Ryan L. Arndorfer, Mayor

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
AGSOURCE	ANALYSIS	\$ 1,127.50
AL OLSON	FLOOR POLSHING	\$ 450.00
ALLIANT ENERGY	FEB 2022 ELECTRIC	\$ 11,481.39
ALLIED ENS LLC	BACKUP	\$ 2,770.29
AMAZON	LIBRARY-SUBSCRIPTION	\$ 696.15
AMERICAN LEGION POST 315	20 US FLAGS	\$ 600.00
ARAMARK	CITY HALL-MOP AND RUGS	\$ 491.10
BADGER METER	CONTACT: DANA PHILLIPS	\$ 414.12
BASE	REIMB DEF COMP	\$ 947.49
BOLTON & MENK	NEW WATER PLANT	\$ 111,506.80
BRITT FOOD CENTER	LIBRARY- SUPPLIES	\$ 75.68
BROWN SUPPLY INC	MISC	\$ 485.31
C J COOPER	LABS	\$ 35.00
CARD SERVICES	LIBRARY-SUPPLIES/MISC	\$ 435.91
CITY OF BURT	SHOWMOBILE	\$ 100.00
COLLECTION SERVICE CENTER	GARNISHMENT (CRAM, LARA)	\$ 514.48
COLOFF DIGITAL	WEBSITE MANAGEMENT	\$ 338.00

COMM 1	PHONES	\$ 581.85
DELTA DENTAL OF IOWA	DNTL/VISN-PRETX	\$ 861.38
DNR	CONSTRUCTION PERMIT	\$ 100.00
ED DEWALL	FLOOR POLISHING	\$ 450.00
EFTPS	FED/FICA TAX	\$ 15,770.89
ELECTRONIC SPECIALTIES	MOBILE MICROPHONE	\$ 73.84
ELITE K-9 INC.	K-9 SUPPLIES	\$ 296.33
GLOBE GAZETTE	LIBRARY-SUBSCRIPTION RENEWAL	\$ 868.99
GREAT AMERICA FINANCIAL SVCS	PRINTER	\$ 204.11
HANCOCK CO HEALTH SYSTEM	JT LABS	\$ 97.00
HANCOCK CO SECONDARY RDS	SAND	\$ 1,338.30
IMFOA CONFERENCE	MEMBERSHIP IMFOA	\$ 50.00
INGRAM LIBRARY SERVICES	LIBRARY-INGRAM	\$ 914.20
IOWA LAW ENFORCEMENT ACAD	BASIC LEVEL 1 TRAINING SCHOOL	\$ 6,875.00
IPERS	IPERS	\$ 7,321.29
JADE JOHNSON	MEDICAL EXAM	\$ 50.00
JOHN DEERE FINANCIAL	SNOW/MOWER	\$ 340.23
JOHN MADSON	MILEAGE TO CARROL, IA X2	\$ 296.00
KIOW	CAMPAIGN	\$ 236.00
MICRO MARKETING	LIBRARY-AUDIO	\$ 42.99
MID-AMERICA PUBLISHING	LEGALS-HELP WANTED/MAX LEVY/CL	\$ 927.59
MIDWEST ROOFING	ROOF	\$ 3,850.00
MIDWEST TAPE	LIBRARY-DVDS	\$ 128.94
NATIONAL GEOGRAPHIC SOCIETY	LIBRARY-SUBSCRIPTION	\$ 20.00
NEW COOPERATIVE	GAS/DIESEL CHARGES	\$ 2,133.67
NEXT GENERATION TECH INC	SYSTEM SUPPORT	\$ 674.76
NIACC	SPRING WATER CONFERENCE	\$ 240.00
Payroll	March 2022	\$ 51,818.45
SUMMIT TRIBUNE	CLASSIFIED	\$ 654.33
PRESTO-X-COMPANY	PEST CONTROL	\$ 102.00
PRITCHARD AUTO	VEHICLE REPAIRS	\$ 679.90
PSI	BILLS/ENVELOPES	\$ 1,214.41
STARK SURVEYING	BOUNDARY SURVEY	\$ 800.00
STATE HYGIENIC LABORATORY	ANALYSIS	\$ 27.00
STATE TREASURER	STATE TAXES	\$ 1,673.00
SWENSON'S HARDWARE	FEBRUARY CHARGES	\$ 2,501.62
THIS OLD HOUSE	LIBRARY-SUBSCRIPTION	\$ 25.00
TRULSON AUTO	VEHICLE MAINT	\$ 1,038.78
U S POSTMASTER	FEB UB POSTAGE	\$ 387.10
UNITED HEALTH CARE	HEALTH-PRE-TAX	\$ 11,981.89
VANCE HAGEN	ANALYSIS	\$ 50.00
VERIZON	PD PHONES	\$ 323.23
	TOTAL	\$ 250,489.29